

**Minutes of the Tree and Landscape Board
City Hall, City of College Park
December 17, 2014**

<u>Term Exp.</u>	<u>Members</u>	<u>Present</u>	<u>Absent</u>
N/A	Brenda Alexander, Public Works Deputy Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	Steven Beavers, Planning Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11/30/2016	John Krouse, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12/31/2014	John Lea-Cox, City Forester	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9/30/2016	Joseph Smith, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10/31/2016	Mark Wimer, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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N/A	Gemma Evans, CBE Liaison	<input type="checkbox"/>	<input checked="" type="checkbox"/>
N/A	Janis Oppelt, CBE Chair	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Chairperson Krouse called the meeting to order at 7:04 p.m.

I. Approval of the Meeting Minutes

Motion: The November 19, 2014 Tree and Landscape Board meeting minutes were approved, with corrections.

Moved: Mr. Smith
Aye: Unanimous

Second: Mr. Wimer
Nay: 0

Abstain: 0

II. Public Works

- The landscape crew is currently on the last leaf collection for the season. The crew is removing leaves from city property and playgrounds, and a large number of staff are picking them up throughout the neighborhood. In November 2014, a total of 2,944 cubic yards of leaves were collected; other municipalities tipped at the City yard 2,564 cubic yards of leaves.
- The crews have been doing street tree pruning at College Park Metro, the Sunnyside neighborhood, and Amherst Road.
- The Lomax fountain at Paint Branch Elementary School was drained and covered for the winter, and the irrigation systems at Calvert Road School and Duvall athletic fields were winterized for the season.
- Ms. Alexander is in the process of finalizing the Tree City USA certification; it will be submitted by the end of December.

- Ms. Alexander recently received bids for contract tree work; fall tree work will be awarded to The Care of Trees. The City will get 18 trees pruned, 14 trees removed, and 16 stumps ground.
- Jack Robson, Chair of the Airport Authority, recently informed Ms. Alexander that the acting manager has left and his supervisor also retired, and there is now a new Airport Manager. Mr. Robson will follow up with new the Airport Manager regarding the letter from Mr. Gray, dated July 1, 2014.
- The City received a letter from Pepco informing them of their plans for a cyclical tree clearance for overhead feeders in 2015; no decision has yet been made regarding the location. Pepco representative, Marty Lieb, will attend the February 3 work session at the request of the City Council. Chair Krouse requested that the Pepco representative be invited to attend the January TLB meeting.

III. Planning Activities

Mr. Beavers informed the TLB that the City recently received the Prince George's County Stormwater and Stewardship Grant, which will provide funds to place belowground tree boxes on Narragansett Parkway; there is currently no final design. Signage will be included to inform citizens of the purpose of the tree boxes. In addition, Iler will conduct a Rain Garden Workshop in Muskogee Park as part of this project.

IV. Hollywood Commercial District Streetscape Improvements

Mr. Beavers pulled up the website to show members in attendance the plans and design concepts for the Hollywood Commercial District Streetscape Improvements project. Ms. Alexander will attend an informational meeting in January 2015 and will share that information during the January TLB meeting.

V. Rt. 1 Landscape Plans

Mr. Beavers provided the Rt. 1 landscape plans for review and discussion by members in attendance regarding if it is feasible or appropriate for the City to have a maintenance agreement. A simpler landscape plan might require less maintenance. The landscape plans are dated September 2014; the TLB requested an updated copy of the plans for TLB members to review and make recommendations. Ms. Alexander was asked to contact the State Highway Administration and request an updated copy of the landscape plans to be available for the January TLB meeting. She was requested to consider recommendations for review by TLB members before being sent to the City Council.

The TLB is interested in ways to get more trees planted along Rt. 1, whether it is in the right of way or on private property. The TLB could work with the City Council to incentive tree planting on private property and fill in some of the gaps in the tree canopy on Rt. 1. The TLB has a plan regarding the types of trees to be planted along Rt. 1 and discussed requesting the City Council to set aside funds in the budget and offering the local property owners the ability to get a tree from the City for a planting program.

VI. City Tree Inventory

Mr. Wimer pulled up the 2011 City tree inventory for all in attendance to view the data points (trees) via neighborhood and species. The tree inventory includes aerial maps and ancillary data. Mr. Wimer will put together a report and use the data to query information such as:

- Which trees are in danger or at risk (by species)
- Benefits (ecological data)
- I-trees
- Diversity breakdowns
- Health of individual trees
- Number of trees in specific locations

Mr. Smith suggested starting off with a mini-report that could be completed in approximately 2 months.

Motion: The TLB will put together a State of the Trees report:

Moved: Mr. Smith

Aye: 5

Nay: 0

Second: Mr. Wimer

Abstain: 0

VII. New Business

There was a discussion regarding where to plant a tree for Arbor Day, which will occur in April 2015. It was suggested to do the planting on a commercial property and to find a group that will participate (e.g., Girl Scouts, Boy Scouts).

VIII. Adjournment

Motion: To adjourn the December 17, 2014 meeting:

Moved: Mr. Smith

Aye: Unanimous

Second: Mr. Wimer

Nay: 0

Abstain: 0

The TLB meeting adjourned at 8:44 p.m. The next TLB meeting is scheduled for January 21 at 7:00 p.m. in City Hall.

Minutes prepared by Debra Pinkett, Contract Secretary for the City of College Park